



### **Privacy Notice for Summary Plan Document (SPD)**

A federal law, the Health Insurance Portability and Accountability Act of 1996 (HIPAA), requires that health plans protect the confidentiality of your private health information. A complete description of your rights under HIPAA can be found in the Plan's Privacy Notice, which was distributed to you upon enrollment and is available from the Office of Employee Services as well as the County's intranet site.

This Plan (Lake County's Self-insured Group Health Plan), and the Plan Sponsor (Lake County Board of County Commissioners), will not use or further disclose information that is protected by HIPAA ("protected health information") except as necessary for treatment, payment, health plan operations and plan administration, or as permitted or required by law. By law, the Plan has required all of its business associates to also observe HIPAA's privacy rules. In particular, the Plan will not, without authorization, use or disclose protected health information for employment-related actions and decisions or in connection with any other benefit or employee benefit plan of the Plan Sponsor.

Under HIPAA, you have certain rights with respect to your protected health information, including certain rights to see and copy the information, receive an accounting of certain disclosures of the information and, under certain circumstances, amend the information. You also have the right to file a complaint with the Plan or with the Secretary of the U.S. Department of Health and Human Services if you believe your rights under HIPAA have been violated.

If you have questions about the privacy of your health information, or if you wish to file a complaint under HIPAA, please contact the Office of Employee Services at 315 W. Main Street, PO Box 7800, Tavares, FL 32778, (352) 343-9596.

If you wish to file a request to the Plan, to not use or disclose health information, you may do so by contacting the Office of Employee Services to obtain a form.